

MINUTES OF THE PROGRAMME COMMITTEE-EE/EMSYS MEETING
06 February 2018 14.00 hr.

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Present:

Rowan de Vries – Loes Segerink – Stef van Zanten – Roel Mentink – Lynn Bruins – Cas
10 Doornkamp - Ray Hueting – Bert Molenkamp – Anne-Johan Annema (Program director) – Luuk
Spreeuwiers – Rob Kers

Absent with notice:

Andre Kokkeler (Program director EMSYS)

Absent without notice:

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1. Opening

Start of the meeting at 14:00

There is a mistake in the agenda, with a double point 8 and 9.

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2. (Concept) Minutes programme committee 06 December 2018

Rowan de Vries was not both present and absent.

Stef says that in response to a comment on page 3 Cas Doornkamp might be interested in
the OLC that is why he is joining the meeting.

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In response to the action items:

89 is completed

105 remains because Annema has not had the time yet to investigate this action point.

106 module 7a could not be made available as a minor, action point is finished.

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107 van Zanten says that the pilot will be with ME and not EE. So it is not our problem
anymore, this concludes the action point.

108 Mentink investigated it and the subject Science has a participation grade where they
look if you participated in discussions and you get a grade based on that.

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Annema says that they are looking at those subjects already, also the subject of module
12. They are discussing if the subjects can be replaced with other things that have more
connection with the students. Potential ideas would be to have movie night where
ethical/philosophical subjects are discussed in a more informal matter. Mentink mentions
that people deliberately try to avoid the philosophy subjects in their master.

109 action point is completed.

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Van Zanten mentions that it would be a good idea to turn 108 & 109 into a point of
attention. So we do not forget it when discussing the new OER.

Points of attention: +

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3. Incoming/outcoming mail

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4. Announcements

Kers announced that he is stopping with the OLC, de Vries also mentions that he is graduating and
that Scintilla is looking for his replacement.

Chairman:

Mirande is replacing Marjan for the BOZ part, this will be for approximately 3 months. Mirande send an email prior to the meeting asking the members of the OLC if they have points for the agenda. If people have point for the agenda in the future they can send this to Mirande.

5 **Programme Director:**

Annema is looking into the philosophy subjects.

Annema also wants to start working on the evaluation forms of modules, it is not very effective in its current form and there are some points that can be improved.

10 In the beginning of January there was a meeting with the advisory, the soft skills were discussed there. There is for example no structure in specific soft skills like writing reports. That is repeated in every module, which is unnecessary because they already learned it in the first modules of the bachelor. Annema assessed the soft skills and he wants to turn it into an integrated line spread out over all the courses of the bachelor. They are also considering other soft skills to improve your own skills, more on a personal basis.

15 **StOEL:**

StOEL has been approached by the evaluation committee of computer science (OKC) to evaluate the module Cyber-Physical Systems. They request to combine the evaluation with our OKC because a lot of our students participate in this module. Van Zanten asks if it is possible that or OKC arranges this collaboration.

20 Annema says that there already is some sort of evaluation from last year, which was mainly focussed on the way the tests were made and if it was too easy for students to cheat on the tests.

Molenkamp asks if they want the evaluation for this year or next year.

Van Zanten says that this is for this year so the evaluation must be set up pretty quick.

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de Vries mentions that a few weeks ago someone he knows graduated but still got no diploma, the student got no information from BOZ about what the procedure is and what he should do, de Vries wants to make aware that this might cause more problems if BOZ is not aware of this situation that they need to inform students.

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5. Mathematics in Module 2 (EE)

Spreeuwers says that if you look at the total picture the students are satisfied, except for the mathematics course. The results were very low (24% pass rate) compared to the other years.

35 Spreeuwers mentions that also in the OKC evaluation the mathematics was discussed, a point that came forward in that evaluation is that the students had a completely different expectation of the test. There was no sufficient material for preparing the test.

Spreeuwers says that is should really be looked into if the quality is good for our students and if it is not too difficult. According to the students they need just as much time for mathematics as for Circuit Analysis which is much more EC.

40 Annema mentions that he heard that there was a lot of distraction during the lectures and a lot of complaints from noise from the students.

Spreeuwers says he thinks the removal of intermediate tests have a very big impact, now they start learning for the test about a week in advance and then they do not have enough time. With Circuit analysis they have a test every week and they really appreciate that. An intermediate test for

45 mathematics would most likely result in higher results.

Van Zanten asks what happens if students pass Circuit analysis and the project but not mathematics. Can they do module 6 next year?

Mentink mentions that you can now do multiple modules at the same time so you can combine module 6 and the math of module 2.

50 Spreeuwers says that he would like to see an extra resit for module 2, and that the exam committee should be a bit more considerate this year with which students can make this resit.

Annema says that this could be an option especially for this year.

Spreeuwers says that a lot of students are failing math, even students that do very good in Circuit analysis but then cannot get a sufficient grade in mathematics.

55 Annema says that there will be an extra resit and they need to look together with the exam committee how they are going to arrange this.

The mathematics courses want to go to a point where they only give one extra resit in the summer vacation, but this is something for next academic year.

6. Evaluations:

5 • **B-module electronic Systems Design (201600226)**

Annema included a letter he wrote to the teachers of module 11. His 2 most important remarks where about the information density of System Engineering and Philosophy of technology and design. This was discussed with the relevant teachers but it is very hard to change this because the subject of System Engineering is combined with Industrial Design and Mechanical Engineering.

10 The biggest complaint for Philosophy was that there was a lot of reading material with a very low density. Peter-Paul Verbeek already said that he is trying to reduce the reading material for his subject.

Mentink asks if we are not going to change anything about System Engineering, perhaps for the future.

15 Annema says that at this point we can't do anything about it. The only thing we can do is complain that integrated modules with other studies do not work.

• **M-course Modelling and Simulation (191211110) by OKC-EE**

20 Molenkamp mentions that the teachers received this evaluation and he asks Annema if the teachers are planning to do anything with the evaluation.

Annema says that the teachers just received this evaluation so there has been no action yet to process the feedback. He assumes that they will do something with the evaluation.

De Vries asks if we still ask for a response from the teacher after every evaluation.

25 Molenkamp says that this is normally put in the course file (vakdossier) but this is not done for master courses.

De Vries asks if we can send teachers an email with the request to give their response on the evaluation they got from their module.

Molenkamp will mail teachers for a response on the evaluation of their modules.

• **M-course Internet Security (201700074) by OKC-EE**

30 Mentink says that they heard complaints from students about the way of testing in this module, it was very easy to cheat on the test and work together with other students. They found out about this after testing and they did random oral exams to test if students cheated.

35 Annema says that the orals should not be a problem because every student should know the material.

7. Poll satisfaction English language level on behalf of FC-EEMCS (FR-EWI)

Molenkamp says that there was a letter from the FC-EEMCS about the language level of the students and he asks if this problem is still occurring with our students.

40 Segerink mentions that the level of English of some international students is very bad, most likely they did not make the admittance test themselves.

Bruins mentions that this is also discussed with the new dean, that the University needs to change the way how the admittance test is made.

45 The university thinks that it is partly the responsibility of the students that they make their own test, if they don't they will just not make it and then the problem will solve itself if they do not pass their modules.

Segerink mentions that the approach of the university does not work because in the first modules the teachers still have to invest time in those students, even if they are not going to make it. All that time is basically wasted and could have been invested in other students that need it more.

50 Molenkamp compares it to what the university of Delft is doing. Delft is asking higher standards on every aspect of admittance to the bachelor.

Molenkamp proposes to notify the faculty that we want to raise the standards of admittance to the standards that TU Delft is using and that we would like to see that they have personal meetings with the international students so there is some form of confirmation that the person made the test.

55 Spreuwers asks if we cannot change the fact that we can't send international students away if we find out that they did not make their own test.

Bruins says that the problem is in the education systems of countries like China, the schools give away the necessary papers so their students can come study at our Universities.

8. Procedure processing TER-EEMCS in PC and FC (re-scheduling PC meetings)

5 There has been a request to change the meetings of the OLC so they are in correspondence with the OER.

There will be an extra OLC on the 17th of April to discuss the master OER.

On the 29th of May there will be an extra OLC to discuss the bachelor OER.

10 Possibly the OLC meeting of 8th of May and 5th of June will be cancelled if there is nothing to discuss.

Mentink asks if we are going to approve an OER with suggested changes, or we first want to see the changes implemented and then we approve it.

Mentink suggest discussing the OER on the 29th of May, most likely there are changes so then on the 5th of June the changes are implemented in the OER and the 'final' version of the OER can be

15 approved by the OLC. In this way the changes the OLC wants to make are not forgotten.

Molenkamp says that they will use the meetings on the 8th of May and 5th of June to check the 'final' versions of the OER.

9. AOB

• Masters

20 Mentink mentions that 2 chairs merged (SC and MSS), both chairs had their own master tracks. And now he wonders what happened to those master tracks, have they been merged and where they similar enough to be merged?

Annema thinks that only the chairs merged but both master tracks still exist separately.

Mentink says that on the internet it says that there is only 1 master track after the merging.

25 Segerink asks if students suddenly must follow different subjects compared to before the merge.

Mentink says that on the internet it says that the students of one specific track suddenly have new subjects.

Molenkamp says that Annema will contact Remco if both tracks still exist and what the current situation is.

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• Module 6

15:27 Hueting leaves the meeting

35 Bruins says that during the resit of module 6 accidentally the answers were handed out to some of the students. The teacher recollected all the sheets started printing the correct tests and handed them out. Because of the time lost all the students should just skip question one and make the rest of the test. He also proved extra time after the test. Overall it was a very weird situation.

Molenkamp asks if there is anything we can do with this.

Bruins says that it is also known at the module coordinator and exam committee but she just wanted to discuss it shortly.

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10. Questions

This was Rowan de Vries his last meeting.

This was Rob Kers his last meeting.

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11. End of the meeting

The meeting is closed by the chairman at 15:32

Action items

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No	Description	From meeting	Responsible
105	Look if the MyDAQ is still useful as mandatory equipment for first year students. And if the University can buy the MyDAQ and lend it to students.	07-11-2017	OLD
110	Email teachers for a response on the module evaluations	06-02-2018	Chairman

111	Notify the FC-EEMCS that the standards of admittance (on the level of English) should be the same as the university of Delft, and that the OLC would like to see personal conversations with international students.	06-02-2018	Chairman
112	Contact Remco Wiegerink to ask about the master tracks of SC and MSS and what the situation is.	06-02-2018	OLD

Complete action items

No	Description	From meeting	Responsible
89	SEQ for the course Modeling and Simulation	01-11-2016	OLD
106	Discuss with other OLDs if it is possible to open more modules as minors	07-11-2017	OLD
107	Make sure the SEQ of modules with digital testing are used when designing the new digital tests	05-12-2017	OLD
108	Find out if there are serious complaints from students about the subject philosophy of engineering	05-12-2017	Mentink
109	Contact the exam committee about the use of the participation grade in module 12.	05-12-2017	OLD

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Points of attention

No	Description	For meeting	Responsible
02	Update OER 2018-2019 -	April 2018	OLD EE/EMSYS
06	February 2018: Ask teachers for major changes in their courses (for discussion in the OLC meetings; OER 2018)	May 2018	Key-user
07	Election new chair OLC	June 2018	OLC
08	Look into the relevance of philosophy of engineering in the master.	April 2018	OLC